

Kalkaska County Road Commission

1049 Island Lake Road
Kalkaska, MI 49646
Telephone: 231.258.2242
Facsimile: 231.258.8205

The Kalkaska County Road Commission is an Equal Opportunity Provider and Employer

Land Division Review Application

Date: _____ Application No.: # _____

Owner Information

Owner's Name: _____

Owner's Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ Fax No.: _____

Email Address: _____

Owner's Signature: _____

Applicant/Authorized Agent Information

Check if same as above ___

Applicant's Name: _____

Applicant's Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ Fax No.: _____

Email Address: _____

Applicant/Authorized Agent Signature: _____

Property Information

Parent Parcel Identification Number: 40- _____

Township Name: _____ Section: _____ Township: _____ Range: _____

Public Road Name: _____

Private Road Name: _____

Number of Proposed Parcels resulting from Division: _____

Land Division Review Application Fee

\$30.00 Application Fee

Payment Type: Cash _____ Check _____

Receipt No.: _____ Date: _____

The following items must be supplied for the application to be considered complete for review:

1. Payment of Land Division Review Application Fee
2. Certificate of Survey prepared by a Professional Surveyor or scaled drawing (including legal descriptions)
3. Copy of deed (or other document recorded in the KC Register of Deeds proving ownership of parcel being divided)
4. Field staking of proposed land division corners marked with pink ribbon (proposed front/roadside parcel corners only)
5. Field staking of preferred driveway location(s) with pink/white ribbon

Upon completion of the Land Division Application review, the KCRC will mail a letter of recommendation to the applicable Township.